



**CRA MEETING
ZEPHYRHILLS, FLORIDA**

**Monday, February 28, 2022
5:45 PM**

**Zephyrhills
City Hall**

**Council
Chambers**

Call to Order – CRA Board President Jodi Wilkeson
Roll Call – City Clerk Lori Hillman

1. BUSINESS ITEMS

1.1 February 14, 2022 CRA Minutes

1. M02-14-22 - CRA

1.2 Commercial Sign Grant Planet Jupiter Hookah Lounge - 38430 5th Avenue

1. Planet Jupiter Sign

2. CRA DIRECTOR'S REPORT

3. MAIN STREET ACTIVITY REPORT

4. CITIZEN COMMENTS

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decision made by the Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105. If you are a person with a disability which requires reasonable accommodation in order to participate in this meeting, please contact the City Clerk at 813/780-0000 at least 48 hours prior to the public hearing. A.D.A. and F.S. 286.26.**

COMMUNITY REDEVELOPMENT AGENCY MEETING

A Regular Community Redevelopment Meeting was held on February 14, 2022 at 5:00 p.m. in the Council Chambers of City Hall.

CRA Board Vice President Knight called the meeting to order at 5:07 p.m. Roll call was taken. Present were members Lance Smith, Kenneth Burgess, Alan Knight, Charles Proctor and Mayor Gene Whitfield. Jodi Wilkeson arrived at 5:08 p.m. City Manager William Poe arrived at 5:08 p.m. City Attorney Matthew Maggard was absent.

Staff present: CRA Director Gail Hamilton, Planning Director Todd Vande Berg, Public Information Officer Kevin Weiss, IT Director Mike Panak, Main Street Director Faith Wilson and City Clerk Lori Hillman.

1. BUSINESS ITEMS

1.1 Approval/Correction of January 24, 2022 CRA Minutes

Lance Smith moved to approve the January 24, 2022 CRA Minutes. Seconded by Kenneth Burgess. Motion passed unanimously.

1.2 Waive Penalty and Interest Associated with Delayed CRA Trust Fund Contribution from Pasco County

CRA Director Gail Hamilton advised Pasco County requested the City waive the \$18,000 penalty and interest associated with the delayed CRA Trust Fund Contribution. The County's contribution was received by the City 24 days late. The County is the City's partner and staff recommended approval.

Charles Proctor moved to waive the penalty and interest associated with the delayed CRA Trust Fund Contribution from Pasco County. Seconded by Lance Smith. Motion passed unanimously.

1.3 Oakside and Zephyr Park Neighborhood Plan

CRA Director Gail Hamilton said staff would like to create an implementation strategy in the Oakside and Zephyr Park neighborhoods to increase development and create opportunities by conducting a Proforma Ad Valorem Revenue Projection for the next five, ten, twenty years to see if there will be sufficient funding to bond improvements paid for by the CRA. She said there are some issues in these two neighborhoods that will require input from police, property owners, business owners and residents. She said Winters Mobile Home Park is not in the CRA District but could be considered if the CRA were to expand in the future.

Lance Smith moved to approve the Oakside and Zephyr Park Neighborhood Plan. Seconded by Kenneth Burgess. Motion passed unanimously.

1.4 Additional Services for "Little But Loud" Park Project for the City of Zephyrhills – Storm Sewer Design, Stormwater Permitting

CRA Director Hamilton said the original agreement houses the stormwater on the Little But Loud site. She said City Manager William Poe asked the consultants to address the standing water while developing the backyard project. Additional services will address the drainage on 6th Avenue and 8th Street to convey water to Lake Necessity and address the ponding issue in the alleyway.

Board member Burgess suggested speaking with the Eagles to make improvements to their property at the same time.

Board member Smith suggested the Eagles enter into a cross parking easement agreement with the City for improved drainage.

Alan Knight moved to approve Business Item 1.4. Seconded by Charles Proctor. Motion passed unanimously.

2. CRA DIRECTOR'S REPORT

N/A

3. MAIN STREET ACTIVITY REPORT

3.1 Founder's Day Parade Update

Spoke from the floor: Devin Alexander – Main Street Board Vice President and Promotion Committee Chair

Mr. Alexander thanked Council and the community for their Founder's Day feedback. He said Main Street has decided to partner with Zephyrhills High School to host a Founder's Day / Senior Parade to be held May 21st to allow the Zephyrhills High School band and ROTC to participate while school is still in session. The event will begin at 4:00 p.m. with food trucks, kids' activities, vendors, and a parade at 7:00 p.m. The parade will honor founders and outgoing seniors with a theme "From Founders to Future; honoring the City's past history and recognizing future leaders and residents of Zephyrhills.

Board member Burgess said for years there was participation in the Founder's Day Parade from all the Mobile Home Parks within the community. He said with seniors dwindling year after year, maybe this is the time to look at new opportunities to attract a different crowd. He would like to see some flexibility with the March 10th date moving forward.

Mayor Whitfield asked Chamber of Commerce CEO Melonie Monson if the Pigz in Z'hills event will be changed back to the original date after this year or will it be a conflict each year. Ms. Monson said she is working on the date.

CITIZEN COMMENTS

N/A

Meeting Adjourned: 5:30 p.m.
Submitted by Lori L. Hillman

BUSINESS ITEMS 1.2

Commercial Sign Grant Planet Jupiter Hookah Lounge - 38430 5th Avenue

Issue:

Mr. John Clarke, owner of Planet Jupiter Hookah Lounge, is leasing property at 38430 5th Avenue. Mr. Clarke is requesting funds for new business signage.

Background:

Mr. Clarke is requesting funding for new signage for his new business. A copy of the sign is attached. The total cost of signage is \$2,400.50, sign estimate from Signs of Tampa Bay LLC is included in your back-up. The grant will provide \$631.73 in funding, grant does not provide for survey, engineered drawings, permits, or taxes.

Attachment(s):

1. Planet Jupiter Sign

Fiscal Impact:

Funding for grant program is included in the FY 2021/2022 CRA approved budget.

Staff Recommendation:

Mr. Clarke's application meets all requirements of the grant program, staff recommends approval.



Matching Facade Rehabilitation Application

Applicant Name: John W. Clarke II

Mailing Address: 37820 Beth St
Dade City, FL 33525

Business Name: Planet Jupiter Hookah Lounge

Phone: 352 678 8609 cell Email: PlanetJupiterHL@gmail.com
352 807 9630 cell #2

Property Owner: Aghapy Property LLC

Property Address: 38438 5th Ave, Zephyrhills FL 33542

Total Cost of Project: _____

Estimated Start Date: _____ Estimated Completion Date: _____

Please attach the following:

Addendum A - Project Rendering

Addendum B - Professional Estimate(s) from an architect or licensed contractor

Sign X New X Replacement _____ Altered _____



Application will not be reviewed without all supporting data.

I hereby submit the attached plans, specifications and/or color samples for the proposed project and understand that the Zephyrhills CRA Board must approve. No work shall begin until I have received written approval from the ZCRA. No funding is guaranteed until completed application is approved by the ZCRA Board. I agree to place a ZCRA Grant sign for the duration of the project and agree to return the sign. Grant monies will not be paid until the project is completed as designed and a paid invoice (s) is provided. The project must be completed within 1 year of grant approval. I agree to leave the completed project in its approved design and colors for a period of 5 years from the date of completion. I understand a W-9 must be provided to the City of Zephyrhills before reimbursement funds are paid

John W. Clarke II

Print Name

1/12/22

[Signature]

Date

Signature of Applicant



Signs of Tampa Bay LLC
dba Signarama New Tampa
1917 Passero Ave Lutz, FL 33559
(813) 994-0101

ESTIMATE

EST-14448

www.signarama-newtampa.com

Payment Terms: Cash Customer

Created Date: 1/13/2022

DESCRIPTION: Exterior Sign

Bill To: Planet Jupiter
38438 5th Avenue
Zephyrhills, FL 33542
US

Installed: Planet Jupiter
38438 5th Avenue
Zephyrhills, FL 33542
US

Requested By: John Clark
Email: planetjupiterhl@gmail.com
Work Phone: (813) 678-8609

Salesperson: Jeremiah Hoch
Email: jeremiah@signarama-newtampa.com
Work Phone: 813-994-0101 x 112
Cell Phone: 813-5974328

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Tech Survey Required survey for evaluation of attachment beam for engineering and permitting	1	\$180.00	\$180.00
2	Max Metal Sign with Square Tube Frame and Mounting Brackets 6'W X 2'H Square Tube Frame White Max Metal Face with Digital Print Vinyl Logo and Copy	1	\$858.46	\$858.46
3	Engineering Drawings This quote was prepared utilizing the experience and standards of Signs of Tampa Bay. The specifications outlined in this proposal and included in the attached conceptual drawings will be subject to final scrutiny by an authorized engineering firm. Final stamped engineering drawing specifications can differ and can change final design requirements, manufacturing and installation costs. Those final cost adjustments, if any, will be presented to the client prior to manufacturing for final approval.	1	\$250.00	\$250.00
4	Permit Acquisition These charges are a reasonable estimation of standard charges but are subject to modification. If additional administrative time (Including: Additional trips to meet the inspectors on site) are required these will be added to the final invoice.	1	\$550.00	\$550.00
5	Permit Fee Permit cost unknown at time of estimate Final permit cost to be billed upon final invoice.	1	\$0.00	\$0.00
6	Installation	1	\$405.00	\$405.00

1263.46

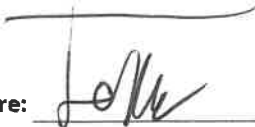
All Prices quoted are valid for 30 days from the date of stated on the quotation. The minimum price for an order is \$85.00.

Invoices & Cancellation of Orders: Signs of Tampa Bay (Vendor) prepares your order according to your specifications. Therefore, prior to its commencement, your order is only cancelable with the Vendor's prior written consent. After commencement of your order (the point at which materials are ordered and work has begun), your order is non-cancelable. The Customer is Solely Responsible for Proofreading; Vendor does not assume any responsibility for the correctness of copy. Therefore, you must review and sign a proof prior to our commencement of your order. By signing your proof, you approve of its content and release the Vendor to commence the work. You are solely responsible for the content of the proof once it has been signed. **Vendor's Liability:** Vendor's total liability is hereby expressly limited to the services indicated on the invoice and Vendor will not be liable for any subsequent damages, consequential damages, or otherwise. All dates promised on this invoice are approximations unless the word "firm" is written and acknowledged by the Vendor. **Terms of Payment:** Upon ordering, 50% deposit is required on any order over \$150.00. If the order is less than \$150.00, customer must pay in full. Your balance will be due upon completion, delivery and/or installation. Any payment with a credit card will be subject to a 3% convenience fee. We gladly will accept payment by cash, check, or ACH to avoid such fees. Vendor may, at its sole discretion, extend credit terms to you upon approval. **Collection Procedures:** Invoices are considered delinquent thirty (30) days from the date that your order is completed. After the thirtieth day, a late charge of \$25.00, together with interest accruing at the rate of 1.5% per month, or the maximum rate allowable by law, is assessed. You shall be liable for all costs related to collection of delinquent invoices, including court costs and attorney's fees. If a payment is made by check and the check is returned or stopped, there will be an additional \$35 fee per check added to the invoice. **Customer's Acceptance of Work:** Customer's acceptance, either personal or through his/her agent(s) and/or employee(s) of the work ordered shall be deemed as full acceptance. This means that by accepting delivery of the work, customer affirms that the work substantially conforms to all expectations. For exterior signage if balance is not paid, it is understood that we have the right to re-enter the property to take down and pick up all signs specified in the contract; all signs are sole property of Signs of Tampa Bay until payment is received. **Lost or Substantially Forgotten Work:** If customer does not take possession of completed work within thirty (30) days from notification of completion, then the work will be considered lost or forgotten, and vendor will not be responsible for further loss. Customer will be billed and responsible for payment for work that has been completed.

Subtotal:	\$2,243.46
Taxes:	\$157.04
Grand Total:	\$2,400.50
Deposit Required:	\$1,200.25

Thank you for your business - We appreciate it very much.

Signature: _____



Date: _____



The Way to Grow Your Business

1817 Pasadena Ave
 Suite 100, Ft. Lauderdale, FL 33309
 813.994.0101
www.signarama.com

This design is provided by computer. Use of any part of the drawing, either by computer or application is prohibited without written authorization.

SIGNS WILL COMPLY TO
 FLORIDA BUILDING CODE
 2020 (7TH EDITION)

LABORATORY
 LISTED
 ES12001403
 2017

REV. Description

REV.	Description
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Sales Person:
 Jeremiah Hoch

Project Manager:
 DP

Designer:
 RP

☐ Approved as Noted

☐ Revise and Resubmit

Approved: _____

Date: _____

File Name:
 1444 Planet Jupiter Sign
 Sign with Signarama Logo Frame

Quote #
 14448

1-13-2022
 REV. -

Sheet
 1 of 1

